

**Engineering I**

**Spring 2014**

***Introduction to Engineering Class No. Engr-1-0130***

**Tuesday 4:45 to 6:50 PM**

**Room MBA 217 Section No. 0130 Jan 21 to May 13, 2014**

**Instructor: William Latto**

**Office Hours:** I do not hold regular office hours, but I will be happy to speak with you during breaks or immediately after class to answer any questions.

**Office Phone:** You can leave a message for me at the MCS Division Office (MCS 101) or by calling the office at (310) 660-3200.

**Textbook:** *Studying Engineering: A Road Map to a Rewarding Career*, 4th Edition, ,  
By Raymond B. Landis

**Purpose:** To Enhance your success as a student and increase your interest and understanding of engineering

**Journal:** Please purchase a notebook which will be used to document the following:

1. All notes taken in class
2. In class journal writing on material not in the text
3. Homework

**Catalog Description: *Engineering I – Introduction to Engineering***

This course is an introduction to the engineering profession: preparation, training, practice, obligations and ethics. Also included is an orientation to the various disciplines of engineering. Speakers from various fields will present opportunities, experience, and challenges in the engineering profession. Academic success strategies related to the study of engineering are emphasized throughout the course.

**Attendance:** This class meets one day per week. Therefore, unlike most other courses, missing just one class will immediately place you at a disadvantage. On time attendance is expected at every class. In accordance with the student handbook, *if you miss four or more hours of class for any reason, you may be dropped from the course. However, it is the student's responsibility to file an official drop*. Coming to class late or leaving early is disruptive, discourteous, and not acceptable. For attendance purposes, two lates count as one absence. You are considered late if I have finished taking roll and have started the day's lesson. If you are late, it is your responsibility to let me know after class that you are not absent. If you leave early without coordinating with me before class, you will also be marked absent.

**Missed Tests/Final Exam:** If you miss a test or the final exam due to illness, you must present a note from your doctor for justification; otherwise, a zero grade will be assigned to the test or final. Make-up tests will not be given (except for the final). Instead, if I do

receive a note from your doctor then the grade of the missed test will be similar to the previous exam.

**Grades:**

**Tests:** Worth **50%** of your grade. Tests must be taken on the day indicated by the instructor.

**Homework:** Worth **20%** of your grade. Homework is due at the next class after it is assigned, and must be turned in at the beginning of the class period. I will accept late homework with a reduced grade. If you know that you will miss class, bring your homework earlier in the week to the MCS Division Office (MCS 101) so that it can be placed in my mailbox. (e-mail is OK, ECC or home, wlatto@sbcglobal.net)

**Group Work/Journal:** Worth **10%** of your grade. If you are not in attendance. You cannot receive credit for in-class group work. Missed group/journal work may not be made up. Journals will be submitted during the final exam and graded at that time.

**Final Exam:** Worth **20%** of your grade. I will not give a final early or late to accommodate vacations or any other special requests.

**Grading Policy:** Grade assignments will be made from the following table:

90% -100% = A	80% - 89% = B
70% - 79% = C	60% - 69% = D
<60% = F	

**Class Procedures:**

- Bring all required materials to every class (text, journal, paper, and pen)
- Stay alert, take notes, and ask questions. Active participation is to your benefit.
- Please do not bring food or drink into the classroom.

**Children in the Class:** Because of liability considerations, El Camino policy mandates that children of any age may not come to class with you. Students must make child care arrangements before coming to class.

**Incompletes:** I do not believe in giving an incomplete (I) grade, except for the severest reasons that are totally beyond your control. A doctor's note or other legal document is required for justification. Unless you drop this course by the deadline, you will receive a grade based on your work completed when you stopped attending class.

**Tentative Test Dates: See the Assignment Schedule**

